



Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

Community Advisory Committee (CAC)

September 22, 2011

Minutes

Attendees: J Persensky, Britta Monaco, Valerie Ross, Tim Warner, Maureen Herndon
Potential New Members & Guests: Leslie Shapiro & Susan Emery

1. INTRODUCTION OF PROSPECTIVE MEMBERS/GUESTS

- A. Leslie Shapiro attended as a guest for the second meeting. She indicated that she will be requesting appointment to the committee.
- B. Susan Emery represents a small, health-oriented nonprofit based in Gaithersburg. She attended the meeting as a guest. She is not interested in appointment at this time.

2. TOPICS OF DISCUSSION

A. Discussion of M&CC Response to CAC Letter

At the Council Meeting on September 6th Council Liaison Ryan Spiegel asked his colleagues for feedback on the City's request for direction on the funding mechanisms prior to the CAC making its recommendation for FY13. The Council members indicated they would give feedback after hearing the Committee's presentation at the October 10, 2011 work session.

B. Review of Survey Results

- 1. **Community Survey** – 42 surveys were completed. Results were discussed. Major community challenges expressed by the public include unemployment, affordable housing, mental health services, and gang and youth violence. Charts will be developed to highlight the results.
- 2. **Providers Survey** – 31 surveys were completed (roughly half of the database of providers that the survey was sent to). Healthcare and emergency housing were identified as the top two human services currently in demand. Those services showing greatest INCREASE in demand include emergency housing and food. Areas of emphasis seem aligned with the priorities currently identified by the CAC. Charts will be developed to highlight the results.

C. Annual FY11 NP Report Presentation and Recommendation to M&CC for FY13 NP Funding

In preparation for the October 10 work session presentation, the following will be summarized and presented to the Mayor and City Council:

1. ***Results of FY11 Year End Reports:*** Britta provided a summary of the seven FY11 year-end reports, noting the providers involved, the contracted service, the actual outcomes, and comments about collaboration, challenges, and emerging needs. This document will be shared with the elected officials.
2. ***Needs Assessment:*** Summary charts from the community and nonprofit provider needs assessment surveys and anecdotal information will be included in the presentation. Britta provided a document that organized data into general areas such as poverty, housing, hunger, health, employment, homelessness, and requests for public assistance. Committee members were asked to highlight those areas that they thought were most telling for inclusion in the presentation.
3. ***Recommendations for FY13 Grant/Contract Process:*** The committee discussed a variety of funding mechanism options for FY13, including the existing RFP process, competitive grant funding, and the possibility of reserving a percentage of funding in each RFP priority area for additional grant opportunities throughout the year. There was consensus that the RFP model is effective, and is the best tool for ensuring that the City is proactively addressing the needs that it identifies. It was agreed that the RFPs need to be advertised more broadly, and that we need to do a better job of fostering collaboration opportunities between large and small nonprofit organizations as they are putting together their proposals. The committee will also explore modifying the existing contingency grant pool to allow for broader competitive grant opportunities as part of a hybrid funding approach.

D. Energizing the New, Emerging, & Innovative Grants Process/Advertising

To date we have only received two applications for this contingency funding, neither of which met our criteria. We will continue to advertise the availability of these funds to our nonprofit providers.

3. NEXT MEETING:

Tuesday, October 18, 2011 at 6 p.m. – Activity Center at Bohrer Park

Respectfully submitted by Britta Monaco